

State of New Hampshire
Division of Plant and Property Management
Bureau of Purchase and Property
25 Capitol Street, State House Annex
Concord, NH 03301-6398

Date: 8/05/04

Bid No.: 57

Date of Bid Opening: 8/23/04

Time of Bid Opening: 2:00 pm

PLEASE DIRECT ANY QUESTIONS REGARDING THIS BID TO: BONNY JOHN , PURCHASING AGENT
TEL. NO: (603) 271-3135 - FAX No. (603) 271-2700

BID INVITATION FOR: CONTRACT FOR MISC PAPER AND ENVELOPES

Unless specifically amended or deleted by the Division of Plant and Property Management, the following General Terms and Conditions apply to this Bid and any resulting Purchase Order or Contract.

GENERAL CONDITIONS AND INSTRUCTIONS:

NATURE OF, AND ELIGIBILITY TO RESPOND. This bid invitation is submitted in accordance with Chapter 21-1, and rules promulgated thereunder, and constitutes a firm and binding offer. A bid may not be withdrawn unless permission is obtained from the Bureau of Purchase and Property.

Bids may be issued only by the Bureau of Purchase and Property and are not transferable.

SAMPLES AND DEMONSTRATIONS. When samples are required they must be submitted free of costs and will not be returned.

Items left for demonstration or evaluation purposes shall be delivered and installed free of charge and shall be removed at no cost to the State. Demonstration units shall not be offered to the State as new equipment.

Bids. Bids must be received at the Bureau of Purchase and Property before the date and time specified for the opening. Bids must be submitted on this bid form or exact copies and must be typed or clearly printed in ink. Corrections must be initialed. Bids are to be made less Federal Excise Tax and no charge for handling unless required by law.

Bids will be made available to the public after the time of award. Bid results will be given by mail only if requested in writing and accompanied by a self-addressed, stamped business size envelope.

SPECIFICATIONS. Vendors must submit on items as specified. Proposed changes must be submitted in writing and received at the Bureau of Purchase and Property at least five (5) working days prior to the bid opening. Vendors shall be notified in writing if any changes to the specifications are made.

AWARD. The award will be made to the responsible Vendor submitting a conforming RFB meeting specifications at the lowest cost unless other criteria are noted in the RFB. Unless otherwise noted, the award may be made by individual items.

If there is a discrepancy between the unit price and the extension, the unit price will prevail.

When identical low bids are received the award will be made in accordance with the Administrative Rules.

Discounts will not be considered in making award but may be offered on the Invoice for earlier payment and will be applicable on the date of completion of delivery or receipt of Invoice, whichever is later. On orders specifying split deliveries, discounts will apply on the basis of each delivery or receipt of Invoice, whichever is later.

PATENT INFRINGEMENT. Any responding vendor who has reason to believe that any other responding vendor will violate a patent should such responding vendor be awarded the contract shall set forth in writing, prior to the date and time of opening, the grounds for his belief and a detailed description of the patent.

ASSIGNMENT PROVISION. The responding vendor hereby agrees to assign all causes of action that it may acquire under the antitrust laws of New Hampshire and the United States as the result of conspiracies, combinations, or contracts in restraint of trade which materially affect the price of goods or services obtained by the state under this contract if so requested by the State of New Hampshire.

FEDERAL FUNDS. This Division of Plant and Property Management, under RSA 21-1:14, VIII shall assure the continuation or granting of federal funds or other assistance not otherwise provided for by law by following the Federal Procurement Standards.

STATE'S OPTIONS: The Bureau of Purchase and Property reserves the right to reject or accept all or any part of any bid, to determine what constitutes a conforming bid, to award the bid solely as it deems to be in the best interest of the State, and to waive irregularities that it considers not material to the bid.

PUBLIC INFORMATION: The responding vendor hereby acknowledges that all information relating to this bid and any resulting order (Including but not limited to fees, contracts, agreements and prices) are subject to these laws of the State of New Hampshire regarding public information.

PERSONAL LIABILITY: The responding vendor agrees that in the preparation of this bid or the execution of any resulting contract or order, representatives of the State of New Hampshire shall incur no liability of any kind.

PROOF OF COMPLIANCE. The responding vendor may be required to supply proof of compliance with proposal specifications. When requested, the responding vendor must immediately supply the Bureau of Purchase and Property with certified test results or certificates of compliance. Where none are available, the State may require independent laboratory testing. All costs for such testing certified test results or certificate of compliance shall be the responsibility of the responding vendor.

FORM OF CONTRACT. The terms and conditions set forth in any additional Terms and Conditions by the Bureau of Purchase and Property are part of the bid and will apply to any contract awarded the responding vendor unless specific exceptions are taken and accepted and will prevail over any contrary provisions in Terms and Conditions submitted by the responding vendor.

OFFER. The undersigned hereby offers to sell to the State of New Hampshire the commodities or services indicated in the following page(s) of this Bid at the price(s) quoted in complete accordance with all conditions of this Bid.

Company

Name: _____

Address: _____

Tel.:(local) _____ **(Toll free)** _____

Fax#: _____ **E-Mail:** _____

Authorized

Signature: _____

(TYPE OR PRINT NAME)

This document must be signed by a person who is authorized to legally obligate the responding vendor. A signature on this document indicates that all State of New Hampshire terms and conditions are accepted by the responding vendor and that any and all other terms and conditions submitted by the responding vendor are null and void, even if such terms and conditions have terminology to the contrary. The responding vendor shall also be subject to State of New Hampshire terms and conditions as stated on the reverse of the purchase order.

CONTRACT TERMS AND CONDITIONS

1. The State of New Hampshire, acting through the Division of Plant and Property Management, engages the firm or individual ("the Vendor") to perform the services and/or sale of goods, described in the attached State documents, if any, and the Vendor's bid or quotation, both of which are incorporated herein by reference.

2. COMPLIANCE BY VENDOR WITH LAWS AND REGULATIONS. In connection with the performance of this agreement, the Vendor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which shall impose any obligation or duty upon the Vendor, including, but not limited to civil rights and equal opportunity laws.

3. TERM. The contract, and all obligations of the parties thereunder, shall become effective on a specified date and shall be completed in their entirety prior to a specified date. Any work undertaken by the Vendor prior to the effective date shall be at his sole risk and, in the event that the contract shall not become effective, the State shall be under no obligation to reimburse the Vendor for any such work.

4. CONTRACT PRICE. The contract price, a payment schedule and a maximum limitation of price shall be as specified by the bid invitation and the Vendor's bid. All payments shall be conditioned upon receipt, and approval by the State, of appropriate vouchers and upon satisfactory performance by the Vendor, as determined by the State. The payment by the State of the Contract Price shall constitute complete reimbursement to the Vendor for all expenses of any nature incurred by the Vendor in the performance by the Vendor and complete payment for the Services. The State shall have no other liability to the Vendor.

5. DELIVERY. If the vendor fails to furnish items and/or services in accordance with all requirements, including delivery, the state may re-purchase similar items from any other source without competitive bidding, and the original vendor may be liable to the state for any excess costs.

If a vendor is unable to complete delivery by the date specified, he must contact the using agency. However, the agency is not required to accept a delay to the original delivery date. All deliveries are subject to inspection and receiving procedure rules as established by the State of New Hampshire. Deliveries are not considered accepted until compliance with these rules has been established. State personnel signatures on shipping documents shall signify only the receipt of shipments. All deliveries shall be FOB Destination.

6. INVOICING. All invoices must be in triplicate showing Order Number, Unit and Extension Prices and discounts allowed. A separate invoice shall be submitted for each order. Unless otherwise noted on the invitation to bid or purchase order, payment will not be due until thirty (30) days after all services have been completed, or all items have been delivered, inspected and accepted or the invoice has been received at the agency business office, whichever is later.

7. PERSONNEL.

7.1. The Vendor shall disclose in writing the names of all owners (5% or more), directors, officers, employees, agents or subcontractors who are also officials or employees of the State of New Hampshire. Any change in this information shall be reported in writing within fifteen (15) days of their occurrence.

7.2. The person signing this agreement on behalf of the State, or his or her delegee ("Contracting Officer") shall be the State's representative for purposes of this agreement. In the event of any dispute concerning the interpretation of this agreement, the Contracting Officer's decision shall be final.

8. EVENT OF DEFAULT; REMEDIES.

8.1. Any one or more of the following acts or omissions of the Vendor shall constitute an event of default hereunder ("Events of Default"):

8.1.1. failure to deliver the goods or services satisfactorily or on schedule; or

8.1.2. failure to submit any report required hereunder; or

8.1.3. failure to perform any of the other covenants and conditions of this agreement.

8.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1. give the Vendor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this agreement, effective two (2) days after giving the Vendor notice of termination; and

8.2.2. give the Vendor a written notice specifying the Event of Default and suspending all payments to be made under this agreement and ordering that the portion of the Contract Price, which would otherwise accrue to the Vendor during the period from the date of such notice until such time as the State determines that the Vendor has cured the Event of Default, shall never be paid to the Vendor; and

8.2.3. set off against any other obligation the State may owe to the Vendor any damages the State suffers by reason of any Event of Default; and

8.2.4. treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

9. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express failure of any Event of Default shall be deemed a waiver of any provision hereof. No such failure or waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Vendor.

10. VENDOR'S RELATION TO THE STATE. In the performance of this agreement the Vendor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Vendor nor any of its officers, employees, agents or members shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

11. ASSIGNMENT AND SUBCONTRACTS. The Vendor shall not assign, or otherwise transfer any interest in this agreement without the prior written consent of the State. No work required by this contract shall be subcontracted without the prior written consent of the State.

12. INDEMNIFICATION. The contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Vendor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

12.1 PATENT PROTECTION. The seller agrees to indemnify and defend the State of New Hampshire from all claims and losses resulting from alleged and actual patent infringements and further agrees to hold the State of New Hampshire harmless from any liability arising under RSA 382-A:2-312(3). (Uniform Commercial Code).

13. TOXIC SUBSTANCES. In compliance with RSA 277-A known as the Workers Right to Know Act, the vendor shall provide Material Safety Data Sheets with the delivery of any and all products covered by said law.

14. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given below.

15. AMENDMENT. This agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto.

16. CONSTRUCTION OF AGREEMENT AND TERMS. This agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns.

17. ADDITIONAL PROVISIONS. The additional provisions (if any) have been set forth as Exhibit "A" hereto.

18. ENTIRE AGREEMENT. This agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

BID INVITATION FOR A CONTRACT FOR: MISC PAPER AND ENVELOPES

PURPOSE:

The purpose of this request for bid invitation (RFB) is to establish a contract for supplying the State of New Hampshire agencies with miscellaneous **Writing, Printing, Photocopy Papers and Envelopes**, in accordance with the requirements of this bid invitation and any resulting contract.

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the federal internal revenue code, shall be eligible to participate under this contract whenever said sub-division or nonprofit agency so desires.

BID SUBMITTAL

Bids must be received at the State of New Hampshire Bureau of Purchase and Property on or before the date and time specified for the opening. Bids must be submitted on this bid form or exact copies, and must be type or clearly printed in ink. Responses may be faxed to (603) 271-2700 or may be mailed to: Bureau of Purchase and Property, 25 Capitol St., Concord NH 03301. All responses must be clearly marked with RFB number, date due and purchasing agent's name.

STATE OF NEW HAMPSHIRE VENDOR APPLICATION

Bidders must have a completed Vendor Application and W-9 Form on file with the NH Bureau of Purchase and Property. See the following website for information on obtaining and filing the required forms (no fee):

<http://www.admin.state.nh.us/purchasing>

NEW HAMPSHIRE SECRETARY OF STATE REGISTRATION

A person or persons conducting business under any name other than his/her own legal name must register with the NH Secretary of State. Businesses are classified as 'Domestic' (in-state) or 'Foreign' (out-of-state). Please visit the following website to find out more about the requirements for both classifications: www.nh.gov/sos/corporate

CONTRACT TERM:

The contract shall become effective upon the approval of the Commissioner of the NH Department of Administrative Services. Initial contract period shall begin on September 01, 2004, or upon notification of award, and shall extend through February 28, 2005. Contract terms may be extended for additional periods, upon the recommendation and approval of DAS.

The State of New Hampshire shall have the right to terminate the contract at any time by giving the vendor a thirty-(30) day written notice.

BID SECTIONS

This RFB is divided into three separate sections as listed below. Please see 'BID PRICES' for each section

- Section I - Single Case Pricing for Orders Up to Four Cases - Copier Paper
- Section II: - Orders for Five or More Cases – Any Combination of Items
- Section III: - Miscellaneous Items

BID PRICES FOR SECTION I:

Bid pricing shall be F.O.B. Destination for any location within the State of New Hampshire, and shall remain firm through February 28, 2005. Price offered must be per case or carton of 5000, regardless of quantity or delivery location.

BID PRICES FOR SECTION II & III:

Bid pricing shall be F.O.B. Destination for any location within the State of New Hampshire, and shall remain firm through February 28, 2005. All items shall be priced per case or carton for a minimum delivery of five (5) cartons, straight or mixed, from one or several categories, to a single delivery location. All orders for less than five cases shall be subject to delivery charge, unless otherwise agreed upon between the contractor and the receiving agency.

POST CONSUMER WASTE CONTENT:

Bidders must note percentage of Post Consumer Waste Content in spaces provided next to each item. Unless specifically stated otherwise in this RFB, all items must contain a minimum of 30% PC waste content as required under NH RSA 21-I:14-a, III:

(a) Uncoated printing and writing paper purchased by or for state agencies shall contain not less than 30% post consumer waste material and coated printing paper purchased by or for state agencies shall contain not less than 10 percent post consumer waste material. (*Effective May 27, 2001*)

(b) Post Consumer Waste Material means a substance or a finished product, which has served its original or intended use and has been discarded for disposal or recovery, but does not include any substance or by-product generated by the original manufacturing process. Post Consumer Waste Material for paper means de-inked paper and recovered textiles cleaned and bleached for use in the manufacturing of printing and writing papers.

ACCEPTANCE CRITERIA:

The above definition of "Post Consumer Waste Material" will be the criteria used in the acceptance of any papers offered under this bid invitation and shall not be replaced or superseded by alternative recovered materials that are a waste material by product of a finished product other than a paper or textile product.

BRIGHTNESS FACTOR:

The brightness factor for white paper shall be no less than 83. Samples of paper may be required prior to award.

AUDITS AND ACCOUNTING

The successful bidder shall allow representatives of the State of New Hampshire to have complete access to all records for the purpose of determining compliance with the terms and conditions of this bid invitation and in determining the award and for monitoring any resulting contract.

At intervals during the contract term, and prior to the termination of the contract, the successful bidder will be required to provide a complete and accurate accounting of all products and quantities ordered by each agency and institution and by political sub-divisions and authorized non-profit organizations.

ORDERING PROCEDURE:

State of New Hampshire Agencies will place orders direct to vendor. An 'Order Confirmation' and anticipated date of delivery must be returned to agency within 48 hours of receipt of order.

DELIVERY TIME:

Bidders shall indicate the delivery time for each item in this RFB and shall also indicate if any item is a 'making item', or is subject to any mill minimum quantity order requirements.

If vendor fails to furnish any items awarded to him within the delivery times specified in this bid, the state may re-purchase the same or equal items from any other source without competitive bidding, and the original vendor may be liable to the state for any costs over and above the quoted costs in this bid.

PACKAGING/LABELING:

All cartons and boxes must be labeled to show content by item grade, size, quantity, and recycled content. Post Consumer Waste content must be clearly stated by percentage for all items where applicable.

INVOICING:

Invoicing shall be done on the basis of each order completed. Invoices shall clearly indicate the quantity, description, packaging, contract price and delivery date. Contract number must appear on all invoices.

CONTRACT AWARD:

A contract award will be made for each Section as listed. All awards will be contingent upon bidder(s) meeting all of the specifications and requirements of this RFB.

- Section I will be awarded to the bidder offering the lowest cost per carton (5000).
- Section II will be awarded to the bidder offering the lowest grand total for the items and estimated quantities indicated.
- Section III will be awarded by item to the bidder offering the lowest grand total for the items in the estimated quantities indicated. Item #1 shall be considered all of the Appleton Carbonless sheets listed, and Item #2 shall be considered all of the poster board and all of the chipboard listed.

BID RESULTS

Bid results may be viewed on our web site: www.admin.state.nh.us/purchasing Bid results will also be mailed to an interested party if requested in writing, and accompanied by a self addressed envelope with the correct amount of postage on it.

CONTACT PERSON/COMPANY REPRESENTATIVE:

Successful bidders will be required to provide the name and telephone number of a company representative and/or mill representative who will be available to investigate and resolve complaints or problems with the paper and/or envelopes purchased under this contract.

BIDDER CONTACT INFORMATION:

Name: _____

Tel. No. _____

Email: _____

Fax. No. _____

Cell/Mobile: _____

ESTIMATED QUANTITIES:

The estimated quantities indicated in this RFB are given for award purposes only and are based upon the State of New Hampshire's semi-annual requirements. The quantities shall not be considered minimum or guaranteed quantities, nor shall they be considered maximum quantities.

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OFFER:

Bidder hereby offers to furnish miscellaneous paper and envelopes to State of New Hampshire agencies and institutions in accordance with all of the requirements of this bid invitation at the following prices:

**SECTION I
SINGLE CASE PRICING
FOR ORDERS UP TO FOUR CASES**

<u>DESCRIPTION</u>	<u>EST CASE 6 MONTHS</u>	<u>MILL/MFG BRAND/NO</u>	<u>CASE/ PACK</u>	<u>PRICE PER CASE</u>	<u>DELIVERY TIME</u>
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COPIER/DUAL PURPOSE, 30% pc waste;

WHITE, 20#, REAM WRAPPED:

8.5 x 11	n/a	_____	_____	_____	_____ days
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SECTION II
PRICING FOR ORDERS OF FIVE CASES OR MORE
ANY COMBINATION OF ITEMS IN FULL CASES
(COPIER PAPER, COLORED/WHITE PRINTING PAPERS, ENVELOPES, RAG BOND)

DESCRIPTION	EST CASE 6 MONTHS	MILL/MFG BRAND/NO	CASE/ PACK	PRICE PER CASE	DELIVERY TIME
COPIER/DUAL PURPOSE, all items 30% pc waste					
<u>WHITE, 20#, REAM WRAPPED:</u>					
8.5 x 11	6,000	_____	_____	_____	_____ days
8.5 x 14	50	_____	_____	_____	_____ days
8.5 x 11, 3-hole punch	50	_____	_____	_____	_____ days
11 x 17	50	_____	_____	_____	_____ days
 <u>OFFSET PAPERS, UNCOATED:</u>					
8.5 x 11, 60#, white, 30% pc waste	200	_____	_____	_____	_____ days
8.5 x 11, 70#, white, 30% pc waste	50	_____	_____	_____	_____ days
8.5 x 11, 70#, colors, 30% pc waste	50	_____	_____	_____	_____ days
11 x 17, 60#, white, 30% pc waste	100	_____	_____	_____	_____ days
11 x 17, 70#, white, 30% pc waste	20	_____	_____	_____	_____ days
11 x 17, 70#, colors, 30% pc waste	200	_____	_____	_____	_____ days
 <u>INDEX, 110#:</u>					
8.5 x 11, white, 30% pc waste	50	_____	_____	_____	_____ days
8.5 x 11, colors, 20% pc waste or more	50	_____	_____	_____	_____ days
 20# BOND/DUAL PURPOSE					
<u>COLORS, REAM WRAP:</u>					
8.5 x 11, 30% pc waste	200	_____	_____	_____	_____ days
 <u>COVER STOCKS, 65#:</u>					
8.5 x 11, white, 30% pc waste	50	_____	_____	_____	_____ days
8.5 x 11, colors, 30% pc waste	50	_____	_____	_____	_____ days
 25% RAG BOND, 30% pc waste					
White, Regular Cockle Finish					
8.5 x 11, 20#, ream wrap	100	_____	5000	_____	_____ days
 25% RAG BOND ENVELOPES					
#10, White, 24 lb., 30% pc waste					
500/box	20	_____	2500	_____	_____ days

SECTION II – CONTINUED

DESCRIPTION	EST CASE 6 MONTHS	MILL/MFG BRAND/NO	CASE/ PACK	PRICE PER CASE	DELIVERY TIME
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ENVELOPES, 24# WOVE, DIAGONAL SEAMED;
NON-TINT WINDOWS; COMMERCIAL HARD-BOXED 500;
30% pc waste requirement waived;

6-3/4 White	20	_____	5000	_____	_____ days
9 White	150	_____	2500	_____	_____ days
10 White	700	_____	2500	_____	_____ days
10 White Window	400	_____	2500	_____	_____ days
10 Blue	10	_____	2500	_____	_____ days
11 White	20	_____	2500	_____	_____ days

ENVELOPES, 24# WOVE, SECURITY OUTLOOK;
CLOSE PATCH, BLUE TINT; NON-TINT WINDOW;
COMMERCIAL HARD-BOXED 500;
30% pc waste requirement waived;

#10 White Window 10 _____ 2500 _____ days

MANILA/JUTE ENVELOPES W/CLASP;
32#; GUMMED, STD. COMMERCIAL BOXED 100;
30% pc waste requirement waived;

55N 6 x 9	20	_____	500	_____	_____ days
63N 6.5 x 9.5	20	_____	500	_____	_____ days
75N 7.5 x 10	50	_____	500	_____	_____ days
90N 9 x 12	100	_____	500	_____	_____ days
93N 9.5 x 12.5	50	_____	500	_____	_____ days
95N 10 x 12	50	_____	500	_____	_____ days
97N 10 x 13	100	_____	500	_____	_____ days
105N 11.5 x 14.5	20	_____	500	_____	_____ days
110N 12 x 15.5	20	_____	500	_____	_____ days

SECTION II MISCELLANEOUS ITEM# 1

DESCRIPTION	EST CASE 6 MONTHS	MILL/MFG BRAND/NO	CASE PACK	PRICE /CS	DELIVERY TIME
Carbonless Papers, Std Colors; Black print; CF, CB, CFB; 19 or 20#					
8.5 x 11 2 pt, canary/white	150	Appleton Recover	2500	_____	_____days
8.5 x 11 2 pt, pink/white	10	Appleton Superior	2500	_____	_____days
8.5 x 11 3 pt, forward	200	Appleton Recover	1670	_____	_____days
8.5 x 11 3 pt, reverse	50	Appleton Recover	1670	_____	_____days
8.5 x 11 4 pt, forward	50	Appleton Recover	1250	_____	_____days
8.5 x 11 4 pt, reverse	20	Appleton Recover	1250	_____	_____days
8.5 x 11 5 pt, reverse	10	Appleton Superior	1000	_____	_____days
8.5 x 14 2 pt, reverse	20	Appleton Recover	2500	_____	_____days
11 x 17 2 pt, canary/white	75	Appleton Superior	1250	_____	_____days

SECTION III – MISCELLANEOUS ITEM #2

DESCRIPTION	EST CASE 6 MONTHS	MILL/MFG BRAND/NO	CASE PACK	PRICE /CS	DELIVERY TIME
Poster Board/Outdoor Board Minimum .036 thick; 22 x 28 (+/- 1")	10/3000	_____	3000	_____	_____days
Chipboard 030, 8.5 x 11; 50 lb bundle	100 BDL	_____	50# BDL	_____	_____days

BALANCE OF PRODUCT LINE:

The list of paper types, sizes and colors included in this RFB represents the most commonly purchased items by State of New Hampshire agencies. Additional paper and envelope sizes, weights and colors may be required by an agency or agencies during the term of any resulting contract. Bidder to indicate below the discount that will be used to determine pricing on items not listed in this RFB.

Prices will be quoted based upon _____% discount off published price in vendor's most recent price list. A copy of vendor's current price list/catalog, and updates as they occur, must be submitted to the Bureau of Purchase and Property.

WEBSITE

Bidders who are awarded a contract may provide a website address in place of printed catalogs or price lists. Website must show all items included in contract plus State of New Hampshire pricing. It shall be the responsibility of the Contractor to provide most current catalogs, price lists and/or other updates to state agencies and sub-divisions.